

June 2, 2011

Memo To: Norco College Strategic Planning Committee
From: Dr. Brenda Davis, President
Subject: Update on Resource Allocation Decisions for

10-11 prioritization process. As funds were released to the college for hiring, I chose to approve this newly written position in order to ensure continued support to the college in areas which could directly impact our accreditation standing, such as curriculum development and program review.

The second-ranked -10 list (Administrative Assistant for Maintenance and Operations), was unfunded last year, but remained my top priority. I am now happy to report we were able to fund this crucial position in 10-11.

As a recently accredited college, we have noted numerous instances in which we required personnel with extensive and specialized expertise in film production. Therefore, I converted and approved a Lib/IMC position, Instructional Support Specialist, ranked #10 in the 10-11 prioritization process to an Instructional Production Specialist.

A number of short-term temporary positions in instruction, facilities, and student services were converted to permanent part-time positions as was mandated by our district Diversity and Human Resources Department. Since these positions were conversions of already existing short-term employees which were currently being

Funded Programs serves as a half-time program leader for the newly established CalWORKs program at Norco College; CalWORKs mandates that the program have a program leader. The remaining 50% of the position is funded using general funds previously used to fund what was an existing Outreach Specialist position. A part-time Administrative Assistant I EOPS/CARE position, which was ranked #13 by the student services planning council, was also filled. Lastly, a Support Services Specialist DSPS was one of our conversions from a previous short-term temporary position.

Prioritized Equipment Needs:

California community college block grants from the state, the traditional source of instructional and non-instructional equipment money,